

# SAFETY EVERY MONTH



## JANUARY TAKE ACTION!

### Emergency Action Plan



- Train all personnel on the EAP.
- Customize the Emergency Action Plan (EAP) template.
- Post the EAP near the room exit.

## FEBRUARY IT'S A WASH!

- Test eyewash stations monthly.
- Keep area around eyewash clear for easy access.
- When exposed, flush eyes for at least 15 minutes.



Eyewash and  
Safety Shower



Housekeeping

## MARCH KEEP YOUR WORLD CLEAN!

- Change bench-top paper when it becomes worn or soiled.
- Ensure exits are unobstructed.
- Contain sharps when not in use.

## APRIL ARE YOU DOWN WITH PPE?

- Know where PPE is stored.
- Inspect PPE before use.
- Replace defective or worn PPE.



Personal  
Protective  
Equipment



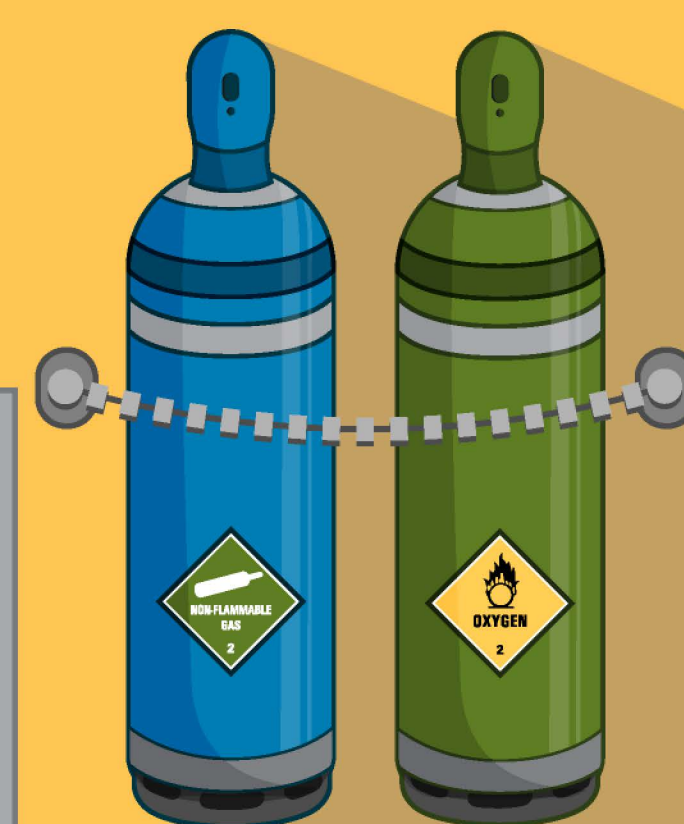
First Aid Kit

## MAY WE ONLY HAVE SO MUCH BLOOD!

- Call 911 for medical emergencies.
- Apply first aid to injuries.
- Report all accidents and injuries to your supervisor.

## JUNE DO YOU HAVE GAS?

- Are cylinders in an upright position and secured?
- Do not use your nose to test for leaks!
- Wear hard toed shoes and use a cart for transport.



Gas Cylinders

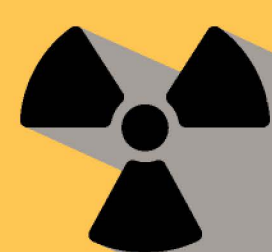


Chem  
Inventory

## JULY KNOW YOUR STUFF !!



Bio  
Inventory



Rad  
Inventory

- Are your inventories accurate?
- Update all inventories annually.
- Submit inventories online through [www.ehs.iastate.edu](http://www.ehs.iastate.edu)

## AUGUST BE WISER.

- Are personnel trained before beginning work?
- Which training is required?
- Is your training documented?



Safety Training



Electric Items

## SEPTEMBER DON'T BE SHOCKED!

- Check electrical cords for damage.
- Move equipment closer to outlets instead of using extension cords.
- Are ignition sources isolated from flammable material?

## OCTOBER GOT WASTE?

- Have you checked lids, labels, leaks, and location?
- Is the waste tag completed?
- Request waste removal every 90 days.



Satellite  
Accumulation  
Area



Spill Control Kit

## NOVEMBER STOCK YOUR KIT!

- Do you have a spill kit in your lab?
- Is the spill kit readily available and fully stocked?
- Are neutralizing agents available?

## DECEMBER STOP! LABEL! TIME!

- Is the chemical name spelled out?
- Are signal words and hazard statements shown?
- Have you checked the condition of the container and lid?



Containers Labeled  
and Closed

